



AGENDA

Housing Authority of Mono County

Board of Supervisors Chambers

REGULAR MEETING

County Courthouse
Bridgeport, California 93517

July 14, 2009

NOTE: In compliance with the Americans with Disabilities Act if you need special assistance to participate in this meeting, please contact the Clerk of the Board at (760) 932-5538. Notification 48 hours prior to the meeting will enable the County to make reasonable arrangements to ensure accessibility to this meeting (See 42 USCS 12132, 28CFR 35.130).

Full agenda packets are available for the public to review in the County Clerk's Office in Bridgeport, California and **ON THE WEB:** You can view the upcoming agenda at www.monocounty.ca.gov.

2:00 p.m. Call meeting to Order

OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE HOUSING AUTHORITY on items of public interest that are within the subject matter jurisdiction of the Housing Authority. (Speakers may be limited in speaking time dependent upon the press of business and number of persons wishing to address the Housing Authority.)

1) Approval of Minutes

Regular Meeting of May 12, 2009.

2) Commission Member Reports

The Commission may, if time permits, take Commissioner Reports at any time during the meeting and not at a specific time.

3) Department Reports/Emerging Issues

Please limit comments to five minutes each

4) Housing Authority Budget Workshop (Mary Booher)

30 minutes

RECOMMENDED ACTION: Receive report on Fiscal Year 2009-10 Housing Authority Budget request; provide any desired direction to staff. Fiscal impact: No fiscal impact at this time. Final approval will be part of the Fiscal Year 2009-10 budget process.

5)
30 minutes

Housing Mitigation Ordinance Review (**Mary Booher**)

RECOMMENDED ACTION: Review Housing Mitigation Ordinance; provide any desired direction to staff. Fiscal impact: No fiscal impact at this time.

ADJOURN

Adjourn meeting and reconvene September 8, 2009, in the Board of Supervisors Chambers, County Courthouse Bridgeport, California.

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Approval of Minutes

(from prior meeting)

Item # 1



DRAFT MEETING MINUTES Housing Authority of Mono County

Board of Supervisors Chambers

REGULAR MEETING

County Courthouse
Bridgeport, California 93517

May 12, 2009

Flash Drive	File	#1004 @ 2:37:50
Minute Orders	M09-04	M09-05

2:23 p.m. **Meeting Called to Order by Chairman Hunt**

OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE HOUSING AUTHORITY

No one spoke.

- 1) **Approval of Minutes**
M09-04 Regular Meeting of March 10, 2009.
Reid/Hazard, 4-0; Bauer abstain
- 2) **Commission Member Reports**
Commissioners had no reports
- 3) **Department Reports/Emerging Issues**
None
- 4) **Review of Housing Mitigation Fees (Mary Booher)**
ACTION: Receive report on Housing Mitigation Fees; provide any desired direction to staff.
Mary Booher outlined the following:
 - This item was requested by Commissioner Bauer as a result of a letter sent by Connie Black, June Lake Economic Development stating that the fees are not necessary.
 - The ordinance requires a review of fees. There is currently a 10% deed restricted requirement.
 - Fees collected over the past 3 ½ years total about \$326,000.
 - Fee adjustment suggestions: 1) base the fee on the number of building permits issued in a

NOTE

These draft meeting minutes have not yet been approved by the Mono County Housing Authority.

time period; 2) use an adjustment factor based on the local housing market; 3) reduce the fees across the board.

- Along with considering fees, the Housing Authority needs to discuss its goals and objective. Four goals that could use mitigation funds: increasing housing stock, rental stock, rehabilitation of existing homes, home-owner assistance programs.

Larry Johnston:

- The ordinance addresses different kinds of developments.
- The ordinance allows for the developer to propose an equivalency for the required housing; they have to show how this would be done.
- Staff views affordable housing requirements as part of the infrastructure.
- The impact of the ordinance decreases substantially north of Conway summit.

Board Comments:

- Chairman Hunt: Have to determine the ongoing need for affordable housing. Inclusionary housing is probably more important in Mammoth Lakes; the un-incorporated County is different and there needs to be flexibility on mitigation.
- Commissioner Bauer: Initially wanted protection in June Lake due to pending development of the Rodeo Grounds; the ordinance may not be needed. Managing houses presents problems; the County should consider collecting the fees and then determining the best use for them.
- Commissioner Hazard: The ordinance has impacted District 2 significantly; it is not working as intended. Targeted homeowners are not moving into the County, and the Benton and Chalfant houses are presenting problems. Suggested suspending the ordinance pending revisions, exempt District 2. The goal is to provide work-force housing so employees can live in the County; unencumbered funds would best meet the needs in District 2. Fees don't seem to be stifling development, but need to refocus the ordinance to increase flexibility.
- Commissioner Reid: Lee Vining is ahead on the issue of work-force housing and may benefit from the ordinance. Rather than locating a unit in a development, the equivalency may be more important.
- Commissioner Farnetti: Zoning requirements present a problem when half-acre or acre lots are required. The ordinance may work when a big development is going to impact an area, but it is different in more rural areas.

Mark Magit: The housing element and the ordinance work together, so the housing element will help guide a discussion about the housing mitigation ordinance. The Housing Authority should agendize a workshop to review the ordinance and how it fits with the housing element.

The Authority decided to make no changes to the ordinance today. Agendize a workshop on the Board of Supervisors' June agenda (2nd or 3rd meeting) to discuss the ordinance and the housing element.

NOTE

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5) Placement of Workforce Housing in Mono County (Mary Booher and Pam Hennarty)

ACTION: Receive staff report and Mammoth Lakes Housing report regarding the placement of Workforce Housing in Mono County, and provide any desired direction to staff.

Pam Hennarty presented information gathered at RPAC meetings about the needs of housing in the County:

- There are different needs in every community.
- Work-force housing is not considered low-income housing.
- Housing needs to be affordable for people living and working in communities.
- People choose to live in a community for various reasons, and may choose to commute to work.
- Need to consider differences among communities in the housing element update.
- Hennarty is drafting a policy paper based on information gathered from RPACs. She will verify the information with the communities and incorporate it into the housing element.
- Should focus on opening new programs to better serve the population and keep people in the communities.

Commissioner Farnetti: Flexibility in the ordinance would help. Commissioner Hunt: Mammoth Lakes Housing can provide information and ideas about how to address issues.

6) Homebuyer Program Guidelines Update (Mary Booher and Pam Hennarty)

M09-05 ACTION: Approve revised Homebuyer Program Guidelines.

Bauer/Farnetti, 5-0

Mary Booher: Two months ago, the Housing Authority directed staff to change the residency requirement for homebuyers from 12 to 6 months. The revised guidelines also include the 2009 income levels.

7) Update on Lee Vining Housing (Mary Booher)

ACTION: Receive report on status of workforce housing in Lee Vining; provide any desired direction to staff.

Mary Booher: The property survey is almost finished; it can accommodate possibly four units. Over the last two months, however, the community has decided it may not want work-force housing on the community center property. One RPAC member has re-opened discussions with the school board about using a part of the 20 acres north of the high school. Booher will attend the school board meeting next week to discuss the possibility of partnering. Long-term, the community would prefer having the County shop relocated and creating a mixed-use development on that property.

Commissioner Bauer expressed concern about the County having to manage units. Need to reconsider what the Housing Authority can do, and select three areas on which to focus.

Booher: Have discussed waiting for a qualified buyer before building. Regarding management, the County has a property management contract for the June Lake unit, and is working on a contract for the Benton houses.

Commissioner Hazard: Supports having a contract with a property manager, but the ordinance needs flexibility in order to get cash for housing mitigation rather than property to manage.

Chairman Hunt: Concur.

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- 8) Discussion regarding status and use of Benton Houses (**Mary Booher**)
ACTION: Discuss current status and potential uses for the Benton houses; provide direction to staff.

Mary Booher:

- Four people are interested in renting the Benton houses.
- Have developed a policy to conduct a background check that meets California requirements.
- Insurance will pay to repair damage to one of the units and bring it up to rental status.
- Working to get a property manager.
- Social Services and Mental Health are interested in using one house as office space. Could be confidentiality problems, however.

Commissioner Hazard: Have heard requests consistently for office space in Benton; likes the idea of having a responsible tenant. Confidentiality issues can be addressed. Supports the continued rental of the homes if it will be successful in the affordable housing program; otherwise supports the idea of using a unit for County office space.

Commissioner Farnetti: Prefer to rent as residence, but if nothing happens with interested parties, then consider using as office space.

Commissioner Reid: The County could install a modular unit for office space.

The Commissioners agreed the units should be rented as homes, but if this doesn't work, use of County office space.

ADJOURN: 3:57 p.m.

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Commission Member Reports

Item # 2

DEPARTMENT REPORTS EMERGING ISSUES

Item # 3



OFFICE OF THE CLERK OF THE BOARD OF SUPERVISORS

PLEASE MARK ONE: <input type="checkbox"/> CONSENT <input checked="" type="checkbox"/> REGULAR		AGENDA REQUEST FOR THE MEETING OF:		<u>July 14, 2009</u>		
DEPARTMENT:		Housing Authority				
SUBJECT:		Housing Authority Budget Workshop				
REGULAR ITEMS ONLY Time Required:		30	REGULAR ITEMS ONLY Person Appearing Before the Board:		Mary Booher	
Department Review (if applicable)		ACTION ITEMS and LEGAL DOCUMENTS: Fiscal Impact—Reviewed by Auditor-Controller and CAO Risk Exposure and Insurance—Reviewed by Risk Manager Legal Issues and Form—Reviewed by County Counsel (check one): Marshall Rudolph <input type="checkbox"/> Mark Magit <input type="checkbox"/> Stacey Simon <input type="checkbox"/> Allen Berry Policy Establishment or Change—Reviewed by CAO Impact to Other Dept(s): _____ Reviewed by: Personnel—Reviewed by Human Resources			Review Date _____ _____ _____ _____ _____	
NAMES, TITLE, ADDRESS OF PERSONS TO RECEIVE COPIES						
_____ Certified Copy/ies requested (number of copies) _____ to: _____ Send ORIGINALS to: _____ URGENT ITEM- OVERNIGHT DELIVERY REQUESTED TO: _____ Request continued from the meeting of _____ _____ Questions? Contact _____ _____ Special Instructions for the Clerk: _____						

SUBMIT THE ORIGINAL DOCUMENT WITH ATTACHMENTS TO THE OFFICE OF THE CLERK OF THE BOARD **PRIOR TO 5:00 P.M. ON THE FRIDAY 11 DAYS PRECEDING THE TUESDAY BOARD MEETING.** PLEASE STATE THE RECOMMENDED ACTION IN DETAIL IN SPACES BELOW AND ATTACH STAFF REPORT AS REQUIRED:

Receive report on 2009/10 Housing Authority Budget request; and provide any desired direction to staff.

Fiscal Impact: No fiscal impact at this time. Final approval will be part of 2009/10 budget process.

Approved by CAO	
Initials	
Date	

Agenda Item 4



COUNTY OF MONO

P.O. BOX 476, BRIDGEPORT, CALIFORNIA 93517
(760) 932-5583 • FAX (760) 932-5284
mboohar@mono.ca.gov

David Wilbrecht
County Administrative Officer

Mary Booher
Financial Analyst

May 12, 2009

TO: Mono County Housing Authority

FROM: Mary Booher, County Administrative Office Financial Analyst

SUBJECT: **Housing Authority Budget Workshop**

Recommended Action:

Receive report on 2009/10 Housing Authority Budget request; and provide any desired direction to staff.

Discussion:

In preparation for the final budget adoption, scheduled in September, staff would like to discuss the budget policy items in the 2009/10 budget for Housing.

1. Establish a Homebuyer Assistance Program for households with incomes greater than 120% AMI. As indicated in the recent work by Mammoth Lakes Housing, as well as first hand knowledge of the Board and staff, many employees of both Mono County and other agencies, who could be considered first responders, are unable to afford the homes in Mono County, and earn too much to be eligible for assistance for the existing first-time homebuyer programs. Mono County could develop a program, similar to the one developed by the Town of Mammoth Lakes, to use Housing Mitigation funds to provide Homebuyer Assistance. Staff recommends the allocation of \$200,00 for FY 2009/10, which would allow us to provide assistance to one individual. Eventually, these funds would be paid back, either when the property is sold or in 30 years, when the first mortgage is paid off.
2. Installation of separate electrical meter for well in Benton. Currently, both houses in Benton share one well, and the electricity for the well is tied to the meter on the North House. In order to ensure equity, staff recommends installation of a separate meter for the well, which the

- county would be responsible for. Public Works staff indicates that this should cost approximately \$5,000.
3. Contract to locate septic tank in Benton. Despite several attempts over the past two years, staff has been unable to locate the septic tank that serves the Benton houses. The system is so old that the Health Department does not have any records, and a phone call to former Environmental Health staff member Bob Barnes did not provide any additional information. The north unit will be occupied as of August 1, and the south unit may be occupied as soon as the damage is repaired, and so it is imperative that we located the septic prior to the need to pump. Staff recommends \$20,000 to locate the tank.
 4. Xeriscape project at Benton houses. Planning staff, utilizing crews from CCC and some contractor services have removed a lot of debris from the property in order to ensure a defensible space. However, the yards are now mostly dirt. The Vocational Agriculture program at High Desert Academy has indicated that they have the staff knowledge and interest in designing, installing, and possibly maintaining (would fulfill service learning requirement for students) a xeriscape demonstration project. This will ensure that the County has a facility it can be proud of, without increasing the burden on Public Works. Staff recommends \$25,000 for this project.
 5. Construction of one workforce housing unit in Lee Vining. While the work of the Mono Basin RPAC has been slowed, it is still reasonable to expect readiness for the installation of one unit during the 2009/10 fiscal year. A buyer would be pre-qualified for the unit, so this funding would be reimbursed once the unit is sold. Staff recommends \$175,000 for this.

Fiscal Impact:

No fiscal impact at this time. Final approval will be part of 2009/10 budget process.

If there are any questions regarding this item, please contact Mary Booher at 932-5583.

Thank you,

Submitted by: _____ Date: 6/26/09
Mary Booher, County Administrative Office Financial Analyst



OFFICE OF THE CLERK OF THE BOARD OF SUPERVISORS

PLEASE MARK ONE: <input type="checkbox"/> CONSENT <input checked="" type="checkbox"/> REGULAR		AGENDA REQUEST FOR THE MEETING OF:		<u>July 14, 2009</u>	
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SUBJECT:		Housing Mitigation Ordinance Review			
REGULAR ITEMS ONLY Time Required:		30	REGULAR ITEMS ONLY Person Appearing Before the Board:	Mary Booher	
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NAMES, TITLE, ADDRESS OF PERSONS TO RECEIVE COPIES					
<input type="checkbox"/> Certified Copy/ies requested (number of copies) ____ to: <input type="checkbox"/> Send ORIGINALS to: <input type="checkbox"/> URGENT ITEM- OVERNIGHT DELIVERY REQUESTED TO: <input type="checkbox"/> Request continued from the meeting of _____ <input type="checkbox"/> Questions? Contact _____ <input type="checkbox"/> Special Instructions for the Clerk:					

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Review Housing Mitigation Ordinance; and provide any desired direction to staff.

Fiscal Impact: No fiscal impact at this time.

Approved by CAO	
Initials	
Date	

Agenda Item

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COUNTY OF MONO

P.O. BOX 476, BRIDGEPORT, CALIFORNIA 93517
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David Wilbrecht
County Administrative Officer

Mary Booher
Financial Analyst

May 12, 2009

TO: Mono County Housing Authority

FROM: Mary Booher, County Administrative Office Financial Analyst

SUBJECT: **Housing Mitigation Ordinance review**

Recommended Action:

Review Housing Mitigation Ordinance; and provide any desired direction to staff.

Discussion:

At the May 12, 2009 Housing Authority, the Authority discussed the Housing Mitigation ordinance at length, with various possible revisions being discussed. Since the Housing Mitigation Ordinance is closely integrated with the Housing Element of the General Plan, the Authority requested an update on the Housing Element update process in order to further discuss possible revisions to the Housing Mitigation Ordinance. Mammoth Lakes Housing staff are scheduled to provide this update to the Board of Supervisors on July 7, 2009. Any revisions to the ordinance will have to be done through the Board of Supervisors process. Staff will take direction from Housing Authority in regards to that process.

Fiscal Impact:

No fiscal impact at this time.

If there are any questions regarding this item, please contact Mary Booher at 932-5583.

Thank you,

Submitted by: _____ Date: 6/26/09
Mary Booher, County Administrative Office Financial Analyst